

DDA SUBJECT FILE COPY


ROUTING AND TRANSMITTAL SLIP		Date
		4 Mar 87
TO: (Name, office symbol, room number, building, Agency/Post)		Initials Date
1. Director of Information Technology		
2.		
3.		
4.		
5.		
Action	File	Note and Return
Approval	For Clearance	Per Conversation
As Requested	For Correction	Prepare Reply
Circulate	For Your Information	See Me
Comment	Investigate	Signature
Coordination	Justify	

REMARKS

#1 - FOR ACTION: Please prepare response for
DDA signature. Response should mention
that new PBX will change many secure
phone numbers.

SUSPENSE: 11 MARCH 1987

DO NOT use this form as a RECORD of approvals, concurrences, disposals, clearances, and similar actions

FROM: (Name, org. symbol, Agency/Post)		Room No.—Bldg.
<div style="border: 1px solid black; width: 100px; height: 30px; display: inline-block;"></div> EXA/DDA 		Phone No.

5041-102

★ U.S. GPO: 1986-491-247/40012

OPTIONAL FORM 41 (Rev. 7-76)
Prescribed by GSA
FPMR (41 CFR) 101-11.206

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ORD 204-87

27 February 1987

MEMORANDUM FOR: *Bill* Deputy Director for Administration
FROM : Philip K. Eckman
Director of Research and Development
SUBJECT : Agency Telephone Directory

Bill:

1. It has now been over two years since the last Agency telephone book was issued. I am told that updated editions have not been published because of the constant change of numbers; however, by now many numbers have changed, resulting in increasing frustration and waste-of-time in trying to reach people in other components.

2. While I realize change will continue, this problem is not unique to the Agency. Many of our contractors have frequent changes in personnel and telephone numbers, yet somehow they manage to keep up with these changes in their companies. I would ask for your support in doing the same for us in the near future.

STAT



Philip K. Eckman

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